

Dec 3, 2020

REF No. DBL/CO/HR/2020/19494

Mr. Karri Dhanunjaya Rao

S/O Mr. Tavudu

2-57, Vantari Veedhi, Chemudu, Makkuva

Mandalam, Vizianagaram (A.P) 535547

Co. No. 8179631220



DILIP BUILDCON LIMITED
INFRASTRUCTURE & BEYOND

**Offer as "Sr Engineer - Irrigation"
for "Kharkai Dam Project"**

Dear Dhanunjaya,

With reference to your application and subsequent interview you had with us, we are pleased to offer you the position of "**Sr Engineer - Irrigation**" for **Kharkai Dam Project** on the following terms and conditions and we trust that you will treat the details of this offer with the utmost confidentiality.

1. Your annual gross salary including statutory benefits will be **Rs. 6,24,000/-** (Rupees Six Lakhs Twenty Four Thousand Only). In addition to this, you will also be entitled to other perks and benefits as made available from time to time in our Company.
2. You are requested to report at our **Project Office** on **01/01/2021**, failing which this offer of appointment shall stand cancelled. On your first day, please report to **Mr. Munnangi Ravindra Babu (Project Head) & Contact to Mr. Asit Kumar De (Project HR) Co. No. 9681123058** at 09:30 AM.
3. Regular Appointment Letter shall be issued to you upon your joining the duties and successful completion of the joining formalities. However, your regular appointment is subject to your satisfactory verification of your qualification, previous employment / experiences and references. You shall initially be on probation for a period of **6 Months** from the date of joining the Company.
4. The Terms & Condition of your employment shall be given while issuing the regular appointment letter. Your employment is subject to the submission of copies of the following documents and "**Verification with Original Documents**" at the time of Offer / Joining.
 - (a) Proof of Academic/Technical qualifications.
 - (b) Copy of Aadhar Card (Mandatory)
 - (c) Copy of Driving Licence (Mandatory)
 - (d) Copy of Saving A/C Passbook/Cancelled Cheque (Pertaining to Name, A/C & IFSC Code)
 - (e) Personal Mobile Number (Permanent)
 - (f) Relieving Letters from all the Previous Employers/Copy of accepted Resignation/Copy of No Dues
 - (g) Copy of PAN Card
 - (h) Last Pay drawn Certificate / Last 3 Months Pay Slips
 - (i) Bank Statement Showing credit of salary and other reimbursement (if any)
 - (j) 4 Passport size color Photograph
 - (k) Medical / Fitness Certificate from your doctor
5. The management reserves the right to withdraw the said offer in case the information provided by you in the Application / Candidate Information Form is found misleading or misconceived and/or, if any of the above conditions are not fulfilled by you at the time of joining.

Please reply on the return mail at our company mail id- hcco@dilipbuildcon.co.in or return duplicate copy of this letter duly signed as a token of acceptance of this offer.

You are requested to forward the "**accepted copy of resignation letter / mail**" submitted by you to your current employer maximum within 7 days from the date of receipts of offer letter.

We wish you all the very best and look forward to welcoming you to the DBL family at the earliest.

Thanking You,

Very Truly Yours,

For & on behalf of Dilip Buildcon Limited

Kamalakanta Mahakul

(Associate Vice President – HR)



ISO 9001:2015

CIN No. L45201MP2006PLC018689

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